

NLHS MEETING
11/30/2017

ATTENDEES:

Tina Artemis
Melissa Payan
Emilio Llamozas
Jason Nakatsu
Althea Goldfrey
Mike Shanahan
Shun-Ping Chau
Jessica Butts
Shaun Bartlett
Ray Daniels, HQ
Elizabeth Yo, HQ
Charlie Peterson, GSA

Review of last meetings concerns. Went over the building mechanics and the HVAC units. Discussions were held on what the contractor will be testing before, during and after construction. We need to be aware of costs. If we ask for additional testing the costs will rise and we will need HQ approval.

What to expect during construction.

- Clean the filter in line with HVAC system by covering vents and eliminating dust during construction
- Filter on the return will be changed in 3-phases
- Cannot exhaust air out of the building
- Temporary barriers will be in place
- Cardboard will be used to protect carpet and floor areas
- Carpet tile replacement only in the worse areas. We are not receiving all new carpet no need to vent
- No changes in egress, all remain the same
- Access to fitness center will remain the same

All construction reports will contain on-going pictures and progress to be shared among employees.

Any issues that arise during construction will be addressed in the management plan.

HQ is recommending since our building is so new there will be no need to sample for asbestos. However, recommending communication is the key and if the general contractor can provide R8/Facility Management team a 3-week look ahead schedule that shows what activities are going to occur as well as MSDS sheets on what materials are being used we can distribute to staff and union. Need to get clearance from GSA.

Ex. 5 Deliberative Process (DP)

Charlie Petersen

Project Manager

Architect, LEED AP

GSA Region 8, Public Buildings Services

Office: (303) 236-4620

Cell: (720) 413-5306

On Wed, Dec 13, 2017 at 6:06 PM, Nakatsu, Jason <Nakatsu.Jason@epa.gov> wrote:

Eddie, Mike, Charlie,

Ex. 5 Deliberative Process (DP)

From: Shanahan, Mike
Sent: Wednesday, December 13, 2017 4:59 PM
To: Charlie Petersen - 8PCS <charles.petersen@gsa.gov>
Cc: Nakatsu, Jason <Nakatsu.Jason@epa.gov>; Sierra, Eddie <Sierra.Eddie@epa.gov>
Subject: Re: Invitation: FW: New Lease Health and Safety @ Tue Dec 19, 2017 2pm - 3pm (MST) (null)

Looping Eddie in.

Ex. 5 Deliberative Process (DP)

See everyone in Jan.

Shanahan out!

Mike

Mike Shanahan

Director, Infrastructure Program

Local Reasonable Accommodation Coordinator (LORAC)

Mail Code 8TMS-INF

Technical Management Service (TMS)

U.S. EPA Region 8

1595 Wynkoop

Denver, CO 80202

Office: 303-312-6121

Gov't Cell: 303-917-0590

On Dec 13, 2017, at 4:56 PM, Charlie Petersen - 8PCS <charles.petersen@gsa.gov> wrote:

Referred to GSA

Charlie Petersen

Project Manager

Architect, LEED AP

GSA Region 8, Public Buildings Services

Office: (303) 236-4620

Cell: (720) 413-5306

----- Forwarded message -----

From: **Seth Rhea** <seth@waringoffice.com>

Date: Wed, Dec 13, 2017 at 2:07 PM

Subject: RE: Invitation: FW: New Lease Health and Safety @ Tue Dec 19, 2017 2pm - 3pm (MST) (null)

To: Charlie Petersen - 8PCS <charles.petersen@gsa.gov>

Cc: Jeffrey McCaffrey - 8PSCP <jeffrey.mccaffrey@gsa.gov>

Guys,

Please let the health and safety committee know that our proposed IAQ testing will include the following:

Referred to GSA

Thanks,

Waring Associates

Seth Rhea

Senior Project Manager

Construction Services

999 18th St., Ste 1430-S

Denver, CO 80202

M: (858) 692-4946

O: (720) 799-8115

<image001.jpg>

On December 5, 2017 BOOTS submitted their IAQ Management Plan which is located at "I:\Restricted Share\NLW_Health & Safety\EPA - IAQ Management Plan_Boots Construction.pdf"

Next Meeting:

Please send all or any agenda items for this meeting to Tina Artemis or Jason Nakatsu.

December 19, 2017 at 2:00 – 3:00 p.m. Yellowstone Room

Call in number –

Ex. 6 Personal Privacy (PP)

Ex. 5 Deliberative Process (DP)

G Flush-Out Procedure

1 A final flush-out period of 72 hours minimum is required after installation of all interior finishes and before occupancy of the Space. The Lessor shall ventilate 24 hours a day, with new filtration media at 100% outdoor air (or maximum outdoor air while achieving a relative humidity not greater than 60%).

2 After the 3-day period the Space may be occupied, however, the flush-out must continue for 30 days using the maximum percentage of outdoor air consistent with achieving thermal comfort and humidity control.

3 Any deviation from this ventilation plan must be approved by the LCO. The Lessor may request to meet alternative LEED flush-out requirements instead.

4 The Lessor is required to provide regularly occupied areas of the Space with new air filtration media before occupancy that provides a MERV of 13 or better.

H 1 2 3 During construction, meet or exceed the recommended design approaches of the latest edition of the Sheet Metal and Air Conditioning National Contractors Association (SMACNA) IAQ Guideline for Occupied Buildings Under Construction.

I Protect stored onsite and installed absorptive materials from moisture damage.

3.53 SYSTEMS COMMISSIONING (FEB 2015)

The Lessor shall incorporate commissioning requirements to verify that the installation and performance of energy consuming systems meet the Government's project requirements. The commissioning shall cover at a minimum, the following systems and components installed or altered as part of the improvements completed under this lease, as well as existing systems and components that service the Space: heating, ventilating, air conditioning and refrigeration (HVAC&R) systems and associated controls, lighting controls, domestic hot water systems, and renewable energy systems.

1 The Lessor shall provide the services of an independent Commissioning Agent certified by a recognized building commissioning association, and approved by the Government, to evaluate and oversee the quality control, performance, and operation of the facility's systems throughout design, construction, and functional testing up to 12 months after beneficial occupancy. The Commissioning Agent shall identify and recommend improvements throughout design, construction, and the commissioning process.

2 The independent Commissioning Agent shall develop a Commissioning Plan approved by the Contracting Officer. The Commissioning Plan shall be updated as necessary, throughout all project phases. The Plan shall be implemented at the beginning of construction and through the first 12 months of occupancy to confirm that systems perform per design intent. The Plan shall address the above listed building systems.